

L.A. as Subject Executive Committee Meeting
Wednesday, July 18, 2018, 8:30am

In attendance:

Kelsey Knox
Jessica Gambling
Mallory Furnier
Sue Luftschein
Phyllis Hansen
Liza Posas
Jessica Hough
Angel Diaz
Alexis Adkins

Agenda

1. EC Responsibilities and Welcome Packet (All)
2. Anniversary Planning Ad Hoc Committee (Mallory)
3. General Membership Meeting Attendance (Phyllis)
4. Touch Base on Developing Projects:
 - a. Archives Bazaar (Sue, Liza)
 - b. History Keepers Workshop Series (Jessica Hough)
 - c. Status of Grants (Liza)
5. Standing Items:
 - a. New Members Review (Liza)
 - b. Agenda for next General Membership Meeting (Mallory)

Notes

1. EC Responsibilities and Welcome Packet

The committee came to a consensus on the makeup of the new Executive Committee:

Chairperson:	Mallory Furnier
Secretary:	Alexis Adkins
Programming and Education Lead:	Mallory Furnier and Sue Luftschein (joint)
Exhibits Lead:	Jessica Hough
Archives Bazaar Committee Lead:	Sue Luftschein
Publicity & Outreach Lead:	Jessica Gambling
Membership & Nominating Lead:	Phyllis Hansen
LA as Subject Coordinator:	Liza Posas

Mallory distributed copies of the LAAS Executive Committee Welcome Packet. It will serve as a prototype for future information packets on LAAS activities (awards, calendars, etc.)

2. Anniversary Planning Ad Hoc Committee (Mallory)

LAAS will celebrate its 25th anniversary in 2020. All agreed to form an ad hoc committee to plan a celebration and events. Mallory will email the membership to ask for volunteers.

3. General Membership Meeting Attendance (Phyllis)

Discussed ideas for boosting attendance. It has dropped from 25-30 people to 10-12 people in recent months. Suggestions include:

- More interactive events at meetings
- Promotion of the value of onsite meetings vs. listserv only

- Include 15 minute educational talks
- Hold meetings at different times
- Identify members with great tour locations and encourage them to host
- Have publicity lead in charge of meeting announcement
- Send out a follow-up “look what you missed” email.

4. Touch Base on Developing Projects:

a. Archives Bazaar (Sue, Liza)

Schedule will be set by 8/14.

b. History Keepers Workshop Series (Jessica Hough)

Jessica is arranging a workshop at the Broad museum on securing items for transport.

c. Status of Grants (Liza)

IMLS: Waiting to hear back about funding for the Resident Archivist program

State Library Pitch An Idea Grant: Awarded 12 month grant to create a digital platform for members to post digitized materials. An outside vendor has been selected and a project archivist/coordinator will be hired through USC.

Community Stories NEH grant: Sue - hiring metadata librarian at USC. Choosing 6-7 LAAS members to participate. Liza will forward press release

5. Standing Items:

New Members Review: Liza will send out

Agenda for next General Membership Meeting

Archives Bazaar update
Grant update

Jessica will contact Chris Espinosa about presenting